VLAP VOLUNTEER MONITOR FIELD SAMPLING PROCEDURES CHECKLIST

(TO BE COMPLETED BY THE VOLUNTEER AND TO BE FILED WITH ORIGINAL FIELD DATA SHEET)

Lake Name: _____ Date: _____

Town Name: _____ Time: _____

Volunteer Monitors: _____

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SAMPLING TASK	TASK COMPLETE	COMMENTS
I. PREPARATION FOR SAMPLING		
1. Anchor with enough line to anchor at deep spot		
2. Life vests for everyone on the boat		
II. DEEP SPOT SAMPLING		
Locating the Deep Spot(s):		
1. Indicate method used to locate deep spot: *circle: triangulation, GPS, depth finder, depth measurement with Kemmerer bottle, other (specify):_____*		
2. If using Kemmerer bottle to determine deep spot depth: • Kemmerer bottle set up properly and filled with water used to check the bottom depth (*this is called sounding*)		
3. Depth of deep spot recorded on data sheet		
Sample Collection:		
Deep spot samples (in general):		
1. White bottle rinsed with sample before filling		
2. White bottles filled to the neck		
3. Total phosphorus bottles were ***not rinsed***		
4. Total phosphorus bottles were filled from white bottle		
5. Total phosphorus bottles were filled to the neck		
6. Samples collected at the appropriate depths Depths pre-determined by the DES biologist and recorded on data sheet ***OR*** Depths determined based upon temperature profile and thermal layering		
Bottom (Hypolimnion) samples:		
1. After sounding, bottom sediments allowed to settle out before collecting deepest sample		
2. Bottom (hyoplimnion) sample checked for sediment before filling bottles		
Chlorophyll-a sample:		
1. Indicate method used to collect sample (*composite or integrated sampler*):		
2. Bucket rinsed with lake water and discarded		
Composite method:		
1. Kemmerer bottle lowered to appropriate depth		
2. Water collected at each meter to surface		
3. Brown bottle rinsed with sample before filled		
4. Brown bottle filled to the neck with sample		
Integrated sampler method:		
1. Weighted end & chain lowered to same depth (no slack in tube or chain)		
2. End of tube crimped tightly		
3. Weighted end hauled <u>up by chain only</u> (not tube)		
4. Weighted end placed in bucket. Crimped end lifted above head and then uncrimped *(open end of tube should always higher than water level in tube)*		
5. Brown bottle rinsed with sample before filled		
6. Brown bottle filled to the neck with sample		

SAMPLING TASK	TASK COMPLETE	COMMENTS
Transparency		
1. Non-viewscope readings taken on the **shady** side of boat		
2. Viewscope readings taken on the **sunny** side of the boat		
3. Disk lowered until it just disappears		
4. Disk pulled up until white portion just appears		
5. Chain grabbed at water level and depth estimated to tenths of a meter		
6. One reading taken by at least two monitors		
III. TRIBUTARY SAMPLING		
1. Sample not collected if tributary is not flowing or is too shallow to avoid disturbance to bottom and noted on data sheet		
2. Sample collected upstream if sediment disturbed		
3. Tributary flow noted and recorded on field data sheet		
3. White bottle was rinsed with sample by scooping into stream flow, discarded downstream, and then bottle refilled		
4. TP bottle was ***not rinsed*** with sample		
5. TP bottle was filled to ***neck*** from white bottle and not over-filled		
6. White bottle was refilled or topped-off to the neck of the bottle		
IV. BACTERIA SAMPLING		
1. Sterile small white bottle used for collection		
2. Cap was removed just prior to sample collection		
3. Care was taken to avoid touching the neck, inside the bottle, or cap		
4. Lake water: sample taken at approx. knee depth		
5. Flowing stream: sample taken midway b/w top & bottom of water, in upstream direction		
6. Mouth of bottle pointed towards water surface, submerged completely, and then used to scoop water in an upward "U-shaped" motion away from the person taking the sample		
7. Bottle was ***not rinsed*** with sample to avoid contamination		
8. Bottle was filled completely allowing some air space at top of bottle.		
9. Efforts made to avoid getting sediment and debris in sample		
V. SAMPLE LABELING		
1. Bottles properly labeled with waterproof pen *lake name, station, date, time, depth (for deep spot)*		
VI. FIELD DATA SHEET		
Data sheet was properly filled out		
One field data sheet per deep spot completed		

Signature (monitors): _____

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